

Indiana Department of Education



Office of Financial Management, Analysis, and Reporting

Room 229, State House - Indianapolis, IN 46204-2798

Telephone: 317-232-0840 or 1-866-234-1414

Facsimile 317-233-6326

MEMORANDUM

TO: Superintendents and Charter School Sponsors

FROM: Debra Hinline, Director
Office of Financial Management, Analysis, and Reporting

DATE: August 30, 2006

SUBJECT: Reporting student information for Full Day Kindergarten Programs

This year all corporations and charter schools are required to submit a Full Day Kindergarten Funding data submission through the Application Center. This will give us an accurate count of the number of students in full day kindergarten programs in the state and will provide the required information from those corporations that filed an intent to participate in the Full Day Kindergarten Grant for the 2006-2007 school year with the Division of Prime Time.

The data submission known as the Full Day Kindergarten Funding Report (DOE-FD) is a count of those students enrolled in Full Day Kindergarten programs that operate five days a week, every week during the school year. Please take this count on Friday, September 15, 2006 along with your other required student counts. The data layout for this submission can be found at the following web link: <http://www.doe.state.in.us/stn/welcome.html>.

This is a required data submission for all school corporations. Some required data elements are specific to funding sources. Individuals in the technology area may not be familiar with this information and assistance from other individuals within your corporation may be required.

If you have questions about this submission, please do not hesitate to contact us toll free at (866) 234-1414 or locally at (317) 232-0840.